



Info

file MAGID

28 April 1975

To: Ed ~~PAUL~~ *has 11/5/75*

From:

Subj: MAGID Recommendations on Rotational Assignment (MAGID-13)

The following comments apply to the MAGID recommendations:

1. Recommendation A. "Rotatees appear to need a spokesperson for their interests for the duration of their assignment. An individual on the career panel should be appointed specifically responsible for office rotatee promotions."

Mgmt Staff Comments: In the narrative MAGID states there are "frequent complaints that rotatees were passed over for promotions and future career development opportunities." This no doubt is a concern of rotatees but I don't think it has a basis in fact. A person selected for a career development rotation ~~are~~<sup>is</sup> from the ranks of our best people and therefore would certainly be given full consideration. We have several examples of employees being promoted while on rotational assignment

The concern may come about from employees who are assigned rotational tours for other than career development reason and who would not have been promoted under any circumstance -

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2. Recommendation B: "There should be a mandatory discussion of assignments and career development between the rotatee and the home office chief or the chief's representative prior to the beginning of a rotational assignment. For two-year rotations, there should be a mid-tour conference as well."

Mgmt Staff Comments: Agree. Rotatees should be advised of the purpose of the rotation (career development, to fill a need, sabbatical, etc.) and should be made aware of general future plans. I would hope this is being done. A mid-tour conference is certainly desirable and if management doesn't initiate it the rotatee should.

3. Recommendation C: "Rotating employees on assignments of more than one year should be notified in writing of specific plans for return assignment several months prior to the end of the rotation."

Mgmt Staff Comments: If the mid-tour discussion in Recommendation B is not possible, I agree that something in writing should be initiated. [redacted]

[redacted] we monitor these very closely to insure replies to FRQs are meaningful and address the specific requests of the rotatee. Perhaps [redacted]

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4. Recommendation D: "The number of rotational assignments available to professional (both managers and analysts) and clerical employees should be expanded."

Mgmt Staff Comments: In their narrative MAGID reports that rotation of managers is rare. Perhaps we can do more in this area such as give more emphasis to inter-Directorate rotations (Paul noted on the PDP that the offices were not using rotations for development.) The use of the word "rare" appears to be [redacted]

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MAGID also discusses the advantage of clerical rotations. This was a subject for discussion by the Clerical Task Force who rejected it as an undesirable program. Clericals who like their bosses or who are generally comfortable in their working environment apparently do not want the uncertainty of new areas, on a rotational basis, doing the same things they did in their home office.

5. Recommendation E: "Rotational assignments should be included in offices' annual planning. A specific reference to rotational assignments should be made in office objectives or in the office director's letter of instruction."

Mgmt Staff Comments: Rotational assignments are a part of the PDP and the APP. What is required is increased emphasis.

6. Recommendation F: "The rotational process should be carefully supervised to prevent any misunderstanding of its purpose."

Mgmt Staff Comments: The rotational process is carefully supervised to prevent misunderstanding of its purpose. MAGID feels it is subject to abuse. I think it is not - generally speaking. There are times when office heads sponsor another assignment for individuals in hopes they will find a new career ladder - this should be encouraged.



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